

AGENDA-JANUARY 25th 2024

Call meeting to Order-President Linda Kellaway

ROLL CALL-Secretary Denise Smith

Minutes of last meeting Secretary Denise Smith

Open for Public Comments

Guest Speakers:

Katie St. Laurent, Youth Services and Outreach Consultant

Matt Corey, Online Resources Consultant

North Country Public Library System

Vote to accept the minutes.

LIBRARY manager's report: Emery Grant

Correspondence:

Ethel Soukey Letter of Resignation from Library Board of Trustees

On October 27, Paulette Roes, Executive Director of NCLS, informed Evans Mills Public Library that the County of Jefferson on the approved 0% increase for 2024 thru NCLS. This is actually good news as many libraries are facing funding cuts from their local municipalities.

Received the \$35,000 check from the IRCD referendum on November 20, 2023.

School Ballot Referendum Update:

Evans Mills Public Library will go for a funding increase of \$5,000 in School Budget Vote May 2024. (Approved October 2023 Board Meeting) Theresa and Antwerp are not going out on the ballot.

Philadelphia is currently undecided and will notify Emery after their Board meeting on February 8. Emery is in contact with Indian River Central School District School Business Official, Elizabeth "Liz" Peluso. Ms. Peluso is now aware of the Library's intentions and they would like the petition signatures as soon as possible. The Library is to attend IRCSD's Board meeting on March 7. Their deadline for public notice of the vote is April 4. Emery will be in touch work with IRCS and Board Trustees to ensure that the Library's referendum language is submitted to IRCS for public notice on time. Emery will prepare a year of the Library's activities in review and has requested a sample copy of what Philadelphia librarian Tracy Tanner had prepared previously, as an example to work from. NCLS has offered sample language and statistics for the purpose of making a compelling case for the Library's funding increase to the school and the general voting public.

Approve the contract for the Town of Pamela for January 1, 2024 through December 31, 2024. Would receive \$500. Payable on or before August 1, 2024. Vote to send to Town of Pamela for acceptance.

Received from NCLS: Mandatory NCLS Sessions trainings for Trustees. Each trustee is required to complete two hours of training. If you need to complete your two hours, please see the list of available trainings in your Board packet. Emery can help you access recordings of trainings. Notify Linda Kellaway, Board President, when your two hours of training are completed.

OLD Business:

Ventilation System

Rita Flath was reaching out to follow up about ventilation system. Is there anything that needs to be done? Discussion.

New Awning Installation & Wind Storm Damage

New Awning was installed December 12, 2023.

The awning frame was severely damaged during the January wind storm. Signs & Designs has prepared a statement describing the damage and a detailed estimate, submitted in the Board packet. They ask that the Library pursues its insurance to cover the cost of replacing the awning frame and fabric.

The Library did not receive any paperwork that outlines on what terms defects or damage to the awning would be covered by the awning company, Signs & Designs.

New Business:

Annual Report for NCLS to the State will open sometime this week (1/24/24) and will be due in February 2024; Please review the Annual Report data submitted in your Board packet; any questions? We can make changes if necessary after submitted for NCLS's review. Written annual report will also be submitted in February. Vote to accept.

Adopt Tax Levy resolution for 2024-2025. Should be done prior to adopting a new budget for 2024 (Mandatory). Vote to accept. To be signed by Board Secretary and submitted to NCLS.

New Library Hours

Thursday 1:30 – 7 pm

Friday and Saturday 9-noon

Vote to accept.

Any other business?

Review the new budget for FY 2024-2025 for fiscal year June 1, 2024 – May 31, 2025. (Must be passed by April 1.)

Discuss pay for 2024-2025 for budget preparation.

Currently:

Manager 19.00 per hour (starting February 21)

Assistant \$16.00 per hour

1 Substitute gets \$15.00 per hour; \$.80 increase from last year; voted on at the March 30 2023 meeting; (mandatory by New York State.

Discuss Emery's leave (annual and sick) for June 1, 2024- May 31, 2025?
Currently: 9 sick days, 20 annual leave. Discuss and vote.

Cleaner \$16.00 per hour.

If no changes to the budget are made. Vote.

If changes to the budget are made, vote at the next Board meeting.

Next meeting Thursday, March 28 at 6:00. Vote to adjourn